

## **Pottsville Junior High School**

### **Parent Involvement Plan**

**2014-2015**

Parent involvement plays a vital role in the success of every student's education. Studies continuously support that parent and guardian involvement in their children's education at home improves student achievement and that parent involvement at school results in higher long-term student achievement. Benefits are not limited to the early childhood or elementary years but continue to have a positive impact throughout a student's life. This helps students become lifelong learners. The school and the home must work together in order to enable a child's full potential to be met. It is also recognized that this is especially important for children from families with different cultural and language backgrounds than their prevailing culture.

Pottsville Junior High School recognized that a child's education is a responsibility that is shared by the parent, the child, the school and the community at large. Parent involvement must be comprehensive and is built upon the understanding that communication between home and school is two-way. Parent involvement is defined as and is to include non-parent guardians, though in this plan the reference is to the simpler "parent" designation. PJHS school policy is a coordinated effort to address these needs and ensure compliance with the State of Arkansas Act 603 of 2003, also to address and comply with the federal Elementary and Secondary Education Act (ESA), renamed the No Child Left Behind Act of 2002. The plan is designed to involve parents of students at the 7th -9th grade levels and in a variety of roles. It is implemented but open to annual review based on developing knowledge and ongoing input from parents and staff.

#### **In accordance with Arkansas Act 603:**

##### **6-15-1602**

I. Pottsville Junior High School includes programs and practices that enhance parental involvement and reflect the needs of students and their families.

II. The PJHS plan is designed to address the unique needs of junior high school students and their parents. a. It addresses the parents and staff of students in the 7th through 9th grades. b. It is comprehensive and coordinated in nature. c. It builds on an understanding that parent and school communication must be regular and two-way. d. Parents are provided an Informational Packet and a student handbook at the beginning of each year. The handbook outlines the school process for resolving parental concerns, including how to define a problem, whom to approach first, and how to

develop solutions. Information Packets are developed that are grade appropriate. The information packet will describe (i) the school's parental involvement program; (ii) the recommended role of the parent, student, teacher, and school; (iii) the ways for parents to become involved in the school and his or her child's education; (iv) a survey for the parent regarding his or her interests concerning volunteering at the school; (v) activities planned throughout the school year to encourage parental involvement; and (vi) a system to allow the parents and teachers to communicate in a regular, two-way, and meaningful manner with the child's teacher and the school principal. (Acts 603 & 307).

e. Parents, students, teachers and the school all have a role in creating the home and school partnership.

1. Parents have the right and the responsibility to support student achievement efforts in these ways: to participate in two-way communication with the school; send their children regularly and prepared for the day's activities; and to be involved at the school.
2. Students have the responsibility to be respectful of themselves, their peers and teachers, to come to school prepared to participate fully in the educational process, and to facilitate parent/school communication.
3. Teachers have the responsibility to provide the information that parents need to help their children, to be responsive to parents and provide opportunities for parent involvement in a welcoming environment.
4. Administrators have the responsibility to provide a welcoming and supportive environment for parents, to provide opportunities for parents to be involved either at the school or at home and to clearly communicate school expectations, policies, procedures, and calendars.

III. Parents can be involved in their children's education through:

- a. Maintaining communication with their children about the child's school experience.
- b. Providing structured homework time and encouraging reading and

learning.

c. Practicing regular communication with their child's teacher and other school personnel.

d. Attending school conferences, school meetings, booster clubs, and extra-curricular events as possible.

e. Keeping track of school activities, teacher and classroom information through the Pottsville School Web site [http:// www.pottsvilleschools.org](http://www.pottsvilleschools.org) and the monthly calendar.

f. Keeping track of grades and attendance through the use of Home Access Center (HAC/eSchool), a real time grade book used by the district and state.

g. Checking and using the school website online test/project calendars and handbook.

h. Working in the school or at home helping with classroom and school activities.

i. In accordance with our ACSIP plan, parents and students will be invited to academic nights where teachers, community and students will be involved in sharing active learning activities in small group settings.

The school will engage in other activities determined by the school to help a parent assist in his or her child's learning including providing instruction to parents on how to incorporate developmentally appropriate learning activities at home environment, including without limitation: role play and demonstration by a trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.

IV. Activities planned throughout the school year that provide and encourage parent involvement activities include:

- a. Informing parent's as to the usage of the school's website, calendar, Remind 101, and notes
- b. Open house night the first week of school
- c. Parent teacher conferences are held twice a year at the nine week and five week grading periods – October 23, 2013 & February 12, 2014.
- d. Progress reports are distributed at 5-week points in new semesters.
- e. Field trips, band and academic competition trips are held regularly which require parent chaperones.
- f. Grandparents breakfast
- g. We have two book fairs and a school dance in which parent volunteers assist with setting up and chaperoning
- h. PJHS has an active PTO that fosters parental and community involvement within the school.
- i. Booster organizations for sports and academic pursuits meet on a regular basis.
- j. Attend and help with school fundraisers, music, athletic, art, and organizations activities.

V. Pottsville Junior High School has a multi-faceted communication system that invites meaningful two-way communication between parents and school personnel.

Communication includes:

- a. The use of teacher/staff/parent e-mail.
- b. Principal's corner located on the school website
- c. School Messenger, a telephone system for sending mass telephone

messages.

d. The school website on which each teacher maintains information specific to the classes taught.

e. Home Access Center (HAC/eSchool)

f. Training office personnel in developing communication skills with parents.

g. A written notification system that notifies parents of school absences.

h. Accountability reports sent home periodically to notify parents of academic or behavioral issues.

i. My School Bucks (cafeteria account information)

j. Parent's Right to Know - Parents have the right to request information regarding the professional qualifications of their student's classroom teachers(s) and or paraprofessional(s) assisting their student's teacher(s).

Parents may contact the principal of their student's school or the

Superintendent of Schools at 968-8101 with questions. If at any time a

student has been taught for four (4) or more consecutive weeks by a

teacher(s) that is not highly qualified, the student's parent will be notified by the school of this information.

VI. Professional Development - In accordance with our ACSIP plan and the State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts, Pottsville School District will provide no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. No fewer than two (two) hours of professional development will be provided for administrators designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

VII. Community Resources - Pottsville School District recognizes that community resources strengthen school programs, family practices and student learning. Pottsville School District will consider forming a committee of "Alumni Advisors" who wish to become involved by providing advice and guidance for school improvement.

VIII. Parenting Materials - A Parent's Resource area has been established to provide parenting materials such as books, magazines and other informative materials regarding responsible parenting. These materials are available for checkout. Free materials from the Department of Education are also made available to parents as available.

IX. Parent Facilitator – Mrs. Carrie Drake serves as the parent facilitator for PJHS.

Please feel free to contact Mrs. Drake through the school office at 968-6574 or via email at [carrie.drake@pottsvilleschools.org](mailto:carrie.drake@pottsvilleschools.org) with any questions regarding parent involvement at PJHS.

X. Annual Review - This plan is a living document and may be revised and will be reviewed on an annual basis. A copy of the plan will be filed with the Department of Education annually. The effectiveness of the parental involvement plan will be evaluated and changes made as warranted. Parents will be surveyed annually and the appropriate data collected throughout the year to help assess parent participation in workshops and meetings, specific needs of parents, effectiveness of specific strategies, and the overall engagement of parents in activities that support student academic growth. The annual review will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

**POTTSVILLE SCHOOL DISTRICT  
PARENTAL INVOLVEMENT IMPLEMENTATION PLAN  
2014-2015**

***Pottsville School District  
Proposed 2014-2015 Calendar***

- August 8, 11, 12,13, 14,15      Teacher Contract Days
- August 18      First Student Day
- September 1      School Dismissed (*Labor Day Holiday*)
- September 19      End of 5 Weeks
- September 23      5 Weeks Progress Reports
- October 17      End of 1<sup>st</sup> Grading Quarter
- October 23      Parent Teacher Conferences 3-8 p.m.
- October 24      Professional Development Day (*no students*)
- November 21      End of 5 Weeks
- November 25      5 Weeks Progress Reports
- November 26, 27, 28      School Dismissed (*Thanksgiving Holidays*)
- December 17, 18, 19      Semester Tests
- December 19      End of 2nd Grading Quarter/End of 1st Semester
- December 22 – January 2      School Dismissed (*Christmas Holidays*)
- January 5      First Day of 2nd Semester
- February 6      End of 5 Weeks
- February 12      Parent Teacher Conferences 3-8 p.m.
- February 13      Professional Development Day (*no students*)\*
- March 6      End of 3rd Grading Quarter
- March 23 - 27      School Dismissed (*Spring Holidays*)\*
- April 3      School Dismissed (*Good Friday*)\*
- April 17      End of 5 Weeks
- April 21      5 Weeks Progress Reports
- May 16      High School Graduation
- May 20, 21, 22      Semester Tests
- May 22      Semester Tests / End 4th Grading Qtr / End 2<sup>nd</sup> Semester /  
Last student day \* (*unless make-up days required*)
- May 25      Memorial Day Holiday (*no students*)
- May 26      Prof. Dev. Day \* (*unless make-up days required*)
- May 27      Prof. Dev. Day \* - Flex Day (*unless make-up days required*)  
- Last Teacher Contract Day
- May 28, 29 & June 1,2, 3      Additional Make Up Days (*if needed*)

\* May be used as make up day(s) as needed.

Grading/Attendance Quarters

1st Quarter	August 18 - October 17	44 Days	
2 <sup>nd</sup> Quarter	October 20 – December 19	41 Days	
3 <sup>rd</sup> Quarter	January 5 – March 6	44 Days	
4 <sup>th</sup> Quarter	March 9 – May 22	49 Days	
		178 Student Days	
		10 Staff Development Days	
		2 Parent/Teacher Conference Days	
		190 Teacher Contract Days	